

**SUSSEX COUNTY CHARTER SCHOOL FOR TECHNOLOGY**  
**REGULAR MEETING MINUTES**  
*January 8, 2018*

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**I. CALL TO ORDER**

The meeting was called to order at 5:08

**II. DECLARATION OF OPEN PUBLIC MEETINGS ACT**

“Adequate notice of this public meeting has been made in accordance with the provisions set forth in the Open Public Meetings Act, Chapter 231, Laws of 1975. The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. The Sussex County Charter School for Technology has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board Administrative Offices, in the New Jersey Herald, the County Superintendent’s Office and the County Administrator.”

**III. PLEDGE OF ALLEGIANCE**

**IV. ROLL CALL**

	<b>PRESENT</b>	<b>ABSENT</b>
<b>Dr. Edwin Selby (Board President)</b>		√
<b>Mr. Charles Teufert (Vice President)</b>		√
<b>Mr. Michael Nelms</b>	√	
<b>Dr. Mary Rapuano</b>		√
<b>Ms. Michelle Syre</b>	√	
<b>Mr. Jason Apter –participated via telephone</b>	√	
<b>Ms. Stephanie DePinto</b>	√	

**V. APPROVAL OF MINUTES**

Mrs. DePinto made a motion to approve the following meeting minutes, seconded by Mrs. Syre and carried by a unanimous voice vote.

Regular Meeting Minutes of December 11, 2017.  
Executive Session Meeting Minutes of December 11, 2017

**VI. CORRESPONDENCE**

There were no correspondence to share

**VII. COMMENTS**

A. President’s Comments

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- B. Committee Reports.
  - Building and Grounds
  - Personnel & Negotiations
  - Curriculum & Policy
  - Finance
  - Public Relations
  - Technology
- C. Board Member Comments
- D. Faculty/ Staff Comments
- E. Student Liaison Comments
- F. PTO Comments
- G. Presentations
  - Dr. Schwartz

**VIII. EXECUTIVE DIRECTOR'S INFORMATION**

Enrollment for the month of December 2017, was 225 students.

For the month of December 2017, a Fire Drill was held on December 6, 2017 at 1:20pm.

For the month of December 2017, a Shelter in Place was held on December 15, 2017 at 11:48am.

Mrs. Lazariuk informed the Board that the attorney confirmed that Mr. Teufert cannot serve on the Charter School Board of Trustees as well as the Montague Board of Education. She stated that she is inquiring with other potential candidates.

**X. BUSINESS ADMINISTRATOR'S INFORMATION**

**XI. PUBLIC PARTICIPATION**

**XII. BOARD ACTION ON AGENDA ITEMS**

**BUSINESS RECOMMENDATIONS**

Mr. Nelms made a motion to approve the following meeting minutes, seconded by Mrs. DePinto and carried by a unanimous roll call vote.

1. RESOLVED that the Board of Trustees approve the Board Secretary's Report for the month ending November 2017.

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2. RESOLVED, that the Board of Trustees approve the Treasurer of School Monies Report for the month ending November 2017.
3. RESOLVED that the Board of Trustees approve the motion that the Board Secretary certifies that, as of November 30, 2017, no line item account has been over-expended in violation of NJSA 18A:19-2.
4. RESOLVED, that pursuant NJSA to NJSA 18A:19-2, the Board of Trustees certify that as of Novber 30, 2017, after a review of the Board Secretary's monthly financial report and Treasurer of School Monies Report for the period ending November 30 2017 upon consultation with the appropriate Charter School officials, to the best of our knowledge no major account or fund has been over expended in violation of NJSA 18A: 19-4 and that sufficient funds are available to meet the Charter School's financial obligations for the remainder of the fiscal year.
5. RESOLVED, that the Board of Trustees approve the motion, in compliance with NJSA 18A:22-8.1, for the budgetary transfers for the month of November 30, 2017 in the amount of \$1,550.00 to ensure that no line items are over expended.
6. RESOLVED, that the Board of Trustees approve the Check Register for the month ending December 2017 in the amount of \$330,344.48 inclusive of November 2017 payroll in the amount of \$214,419.22 as attached.
7. RESOLVED, that the Board of Trustees approve applying funds from Title IV-Safe & Drug Free Schools & Communities Act, in the amount of \$6,641 to Suzanne Kopycienski, Physical Education and Health Teacher.
8. RESOLVED, that the Board of Trustees approve the amendment to the 2017-2018 budget as follows:

<b>REVENUE</b>	
Original State Aid	3,655,785
New State Aid	3,800,525
<b>INCREASE IN REVENUE</b>	<b>\$144,740</b>
<b>APPROPRIATIONS</b>	
Instructional Support Salary	55,000
Benefits	75,000
Professional Development	14,740
<b>TOTAL NEW APPROPRIATIONS</b>	<b>\$144,740</b>

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**EDUCATION**

Mrs. DePinto made a motion to approve the following meeting minutes, seconded by Mr. Nelms and carried by a unanimous voice vote.

1. RESOLVED, that the Board of Trustees acknowledge there was 1 Harassment, Intimidation, and Bullying (HIB) Reports for December 2017 and the Board confirmed the HIB claim from November.

**PERSONNEL**

**POLICY**

**XIII. NEW BUSINESS**

**XIV. CLOSED SESSION: To discuss contractual issues and an HIB claim.**

Mrs. DePinto made a motion at 5:44, to enter into closed session for the purpose of discussing a contractual issues and an HIB claim. Mr. Nelms seconded the motion and the motion passed by unanimous voice vote.

**XV. RETURN TO OPEN SESSION**

Mr. Nelms made a motion at 6:01, to enter back into open session.  
Mrs. DePinto seconded the motion and the motion passed by unanimous voice vote.

**XVI. PUBLIC PARTICIPATION**

None heard

**XVII. BOARD MEMBER COMMENTS**

None heard

**XVIII. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Nelms and seconded by Mrs. DePinto to adjourn the meeting at 6:02 pm.

The motion was unanimously approved by a voice vote.

Respectfully Submitted,

Steven Kepnes  
Board Secretary